

MINUTES of the 15. meeting of COOMET Technical Committee TC 2 "Legal Metrology"

15th meeting of TC2 was held on 17-18 of September, 2014 in VNIIMS, Moscow, Russia. 30 participants from 11 COOMET member-countries took part in the meeting: Armenia, Azerbaijan, Belarus, Germany, Kyrgyzstan, Moldova, Russia, Slovakia, Tajikistan, Uzbekistan, the Ukraine – members of TC 2 and their representatives, members of SC 2.1 – SC 2.3, and invited experts.

Workshop "Measuring systems in legal metrology" was held together with TC2 meeting on 16 – 17 of September, 2014, in the framework of PTB - COOMET project "Support of the regional cooperation between member countries of the Regional Metrological Organization COOMET" (SC4.1)

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The following **AGENDA** was approved:

Item	Content	Reporter
	Opening of the session	<i>Peter Ulbig, TC 2 Chairperson</i>
	Introduction of participants	<i>Participants</i>
	Adoption of the agenda	<i>Participants</i>
1.	Review of decisions of the 14 TC 2 meeting	<i>TC 2 Secretariat</i>
2.	Outcomes of the 24 COOMET Committee meeting in the framework of TC 2 activities	<i>Peter Ulbig</i>
3.	Exchange of information on changes in the field of Legal Metrology in COOMET member countries	<i>Participants</i>
4	About members of TC2 and members of subcommittees SC 2.1–SC 2.3	<i>TC 2 Secretariat</i>
5.	State of realization of TC 2 work program for 2013-2014 (Reports of SC Chairman's or/and coordinators of projects) and perspective	<i>SC Chairman and Project Coordinators</i>
5.1.	<p>Activities of SC 2.1 "Harmonization of Regulations and Norms in Legal Metrology" and perspectives, as well as about fulfillments of projects:</p> <ul style="list-style-type: none"> - About progress with the project 427/BY/08 "Analysis of requirements in the field of legal metrology including examples of application of these requirements to measuring instruments" (coordinator – M. Shabanov, BelGIM) - About progress with the project 550/RU/12 "Translation of international vocabulary of legal metrology (VIML)" (coordinator – D. Korneev, VNIIMS) - Consideration and approval of the draft project 523/BY/11 "Development of a procedure for attributing technical devices to measuring instruments" (coordinator – M. Shabanov, BelGIM) - About progress with the project 582/RU/13 "Comparative analysis of the legal framework of COOMET member countries with international practice, as well as the document OIML D 1 "Elements for a Law on Metrology" (coordinator – D. Korneev, VNIIMS) - About conception of work on project 627/RU/13 "Preparation on mutual recognition of verification and calibration results for COOMET Member-Countries" (coordinator – D. Korneev, VNIIMS) - About conception of work on project 628/RU/13 "Development COOMET reference book on organization members and on principal directions of metrological assurance of the national economy" (coordinator – D. Korneev, VNIIMS) - About conception of work on project 629/RU/13 "Development a procedure for determining the scope of state regulation in different countries. Receive reports from COOMET countries" (coordinator – D. Korneev, VNIIMS) 	<i>Dmitry Korneev and Project Coordinators</i>
5.2.	<p>Activities of SC 2.2 "Technologies of Measuring Devices and Systems in Legal Metrology" and perspectives, as well as about fulfillments of projects:</p> <ul style="list-style-type: none"> - About progress with the project 425/BY/08 "Development of a template of test procedure for software of measuring instruments" (coordinator – M. Shabanov, BelGIM) 	<i>Maxim Shabanov</i>

	<ul style="list-style-type: none"> - About progress with the project 437/BY/08 "Development of a program for generating 'reference' data sets for the purpose of software testing" (coordinator – M. Shabanov, BelGIM) - About progress with the project 601/BY/13 "Translation of OIML D31 "General requirements for software controlled measuring instruments" (coordinator – M. Shabanov, BelGIM) 	
	- About conception of work of the WG on measuring systems	<i>Maxim Shabanov</i>
5.3.	<p>Activities of SC 2.3 "Legal Metrology Control" and perspectives, as well as about fulfillments of projects:</p> <ul style="list-style-type: none"> - About progress with the project 441/RU/08 "Development of template of bilateral agreement on recognition of national prepackages control mark" (coordinator – R. Genkina, VNIIMS) - Consideration and approval of the draft project 491/UA/10 "Development of COOMET recommendation "General requirements to the competence of verification laboratories" (coordinator – E. Grishenko, NNC "IM") - About progress with the project 533/BY/11 "Development of a recommendation for determining amount of prepackage filling with the purpose to make a decision whether this prepackage is a misleading one" (coordinator – N.Lyakhova, BelGIM) - About progress with the project 603/RU/13 "Development of COOMET Recommendation on specifying requirements to prepackaged products and their metrological surveillance" (coordinator – R. Genkina, VNIIMS) - About progress with the project 602/BY/13 "Preparation of an overview on the progress with prepackages control in COOMET member countries" (coordinator – N. Lyakhova, BelGIM) 	<i>Ruf Genkina and Project Coordinators</i>
6.	Collecting suggestions for new projects and changes to TC 2 work program for 2013-2014	<i>Proposers and participants</i>
7.	Cooperation with OIML	<i>Peter Ulbig</i>
8.	Miscellaneous	<i>Participants</i>
9.	Place and date of the next meeting	<i>Participants</i>
10.	Approval of resolutions of the meeting	<i>Peter Ulbig, TC 2 Secretariat, Participants</i>
	Closing of the meeting	

OUTCOMES OF THE MEETING

Opening of the session

The participants of the meeting were welcomed by deputy director of VNIIMS Prof. Lev Isaev. The meeting was opened by Mr. Peter Ulbig, TC 2 Chairman, who also greeted participants of the meeting and wished them to have an effective work.

Introduction of participants

Participants introduced themselves (see list in the beginning of this Minutes).

Adoption of the agenda

The Agenda was approved by participants.

1. Review of decisions of the 14 TC 2 meeting

Mrs. Nadezda Lyakhova, TC 2 Secretariat, informed participants of decisions of the 13th TC 2 meeting and noted that the majority of decisions are fulfilled or being executed and the information of progress will be given at the meeting.

Information is placed on TC 2 page of COOMET web-portal (www.coomet.net¹) and can be found in working materials of TC2-2014.

2. Outcomes of the 24 COOMET Committee meeting in the framework of TC 2 activities

Mr. Peter Ulbig, TC 2 Chairman, informed participants of the decisions of 24 COOMET Committee meeting in the framework of TC 2 activities which were prepared taking into consideration decisions of the last TC 2 meeting.

3. Exchange of information on changes in the field of Legal Metrology in COOMET member countries

Participants gave information about changes in legal metrology in their countries.

Mr. Maxim Shabanov noted that TC 2 page of COOMET web-portal (www.coomet.net) contains summary of legal metrology infrastructure in Azerbaijan, Belarus, Bulgaria, Germany, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Lithuania, Russia, Romania, Slovakia, Tajikistan, Ukraine, and asked participants to review the information already available on the TC2 webpage with regard to recent changes in legislation.

It was agreed to complete the page with summaries of other COOMET member countries (Armenia, Bosnia and Herzegovina, DPR of Korea, Cuba, Uzbekistan).

¹ TC2 and SCs members should request TC2 Secretariat for login and password to view restricted access pages TC2 section on the COOMET web-portal (shabanov@belgim.by или coomet@belgim.by).

4. About members of TC2 and members of subcommittees SC 2.1 – SC 2.3

Mr. Peter Ulbig, TC 2 Chairman, informed participants about the approval by the 24 COOMET Committee meeting of the proposal to eliminate SC2.3 "Competence and Assessment of Bodies in Legal Metrology" from TC2 structure (it was decided to change sequence numbers of SCs and transfer participants of the former SC 2.3 to SC "Legal Metrology Control"), and also about approval of Mr. Alexander Krichevets (DP NDI "Systema", Ukraine) as a chairperson of Working group on measuring systems within SC2.2.

According to proposals submitted the following membership of the WG on measuring systems is agreed:

Chairman: Alexander KRICHEVETS (DP NDI "Systema", Ukraine)
Membership: BEJENARU Diana, INM, Moldova;
GAZIEV Gayratjon, SRISMC, Uzbekistan;
HALYHA Aliaksandr, BelGIM, Belarus;
GODAL Emanuel, SMU, Slovakia;
DANILOV Alexander, Penza CSM, Russia;
SAAKYAN Vahan, NIM, Armenia;
SHABDANOV Bakyt, Ministry of Economy, Kyrgyzstan.

Updated information of the membership in TC 2 and SCs is available on the COOMET web-portal (TC 2 page).

Participants of the meeting supported a proposal for renewal of TC 2 membership information.

5. State of realization of TC 2 Work Program for 2013-2014 (Reports of SC Chairman's or/and coordinators of projects) and perspective

SC 2.1 – SC 2.3 Chairpersons participants reported on realization of TC 2 work program and proposals for perspective development of SCs (ref. point 5.1 – 5.3 of the Minutes).

5.1 Activities of SC 2.1 "Harmonization of Regulations and Norms in Legal Metrology" and perspectives

Mr. Dmitry Korneev (Russia), SC 2.1 Chairperson, informed participants of the completion of the COOMET project **550/RU/12** "Translation of international vocabulary of legal metrology (VIML)" - draft of translation of international vocabulary of legal metrology VIML and its further circulation among TC 2 and SC 2.1 members for consideration.

For the purpose of effective realization of the COOMET project **582/RU/13** "Comparative analysis of the legal framework of COOMET member countries with international practice, as well as the document OIML D1 "Elements for a Law on Metrology" project coordinator (Mr. Dmitry Korneev, Russia) was asked to circulate a Questionnaire on the project among TC 2 and SC 2.1 members.

Considering results of the discussion participants agreed with the following:

1) The name of the project **627/RU/13**: "The analysis of documents on mutual recognition of verification and calibration, and preparation of recommendations for possible use in COOMET member-countries". Project coordinator (Mr. Dmitry Korneev, Russia) should submit amended proposed project form to COOMET Secretariat as well as conception of it realization. Than it should be circulated among members for making decision on their involvement.

2) Project coordinator (Mr. Dmitry Korneev, Russia) should circulate the Questionnaire on the project as well as a conception of its realization (projects **628/RU/13** "Development of COOMET reference book on organization members and on principal directions of metrological assurance of the national economy" and **629/RU/13** "Development a procedure for determining the scope of state regulation in different countries). Receive reports from COOMET countries". These documents should be submitted to TC 2 and SC 2.1 members for consideration and filling them in.

The information about realization of the COOMET project 550/RU/12, 582/RU/13, 627/RU/13, 628/RU/13, 629/RU/13 will be presented by coordinators at the next TC 2 meeting in 2015.

Coordinator of the project **427/BY/08** "Analysis of requirements in the field of legal metrology including examples of application of these requirements to measuring instruments" (Mr. Maxim Shabanov, Belarus) informed that BelGIM resume the works on this project. It was agreed to prepare a draft of COOMET Recommendation and submit it for consideration to TC 2 and SC 2.1; final draft of the Recommendation will be presented for approval by coordinators at the next TC 2 meeting in 2015.

In the framework of COOMET project **523/BY/11** a draft of COOMET Recommendation "Procedure for recognizing technical devices as measuring instruments" (coordinator – Mr. Maxim Shabanov, Belarus). The draft of COOMET Recommendation was agreed by participants and recommended for approval at the 25 COOMET Committee meeting.

5.2 Activities of SC 2.2 "Technologies of Measuring Devices and Systems in Legal Metrology" and perspectives

Mr. Maxim Shabanov (Belarus), SC 2.2 Chairperson, informed participants that according to COOMET projects **425/BY/08** "Development of a template of test procedure for software of measuring instruments" a draft of template of a test procedure was circulated among TC2 members. There were received no comments by the coordinator.

It was agreed to repeat consideration of the project and comment as well. The information about realization of the project will be presented by coordinators at the next TC 2 meeting in 2015.

COOMET project **437/BY/08** "Development of a program for generating 'reference' data sets for the purpose of software testing" is still in suspended state. It was admitted that the project will be demanded and should be finalized after certain norms will be introduced to national legislation regarding software of measuring instruments.

According to COOMET project **601/BY/13** "Translation of OIML D31 "General requirements for software controlled measuring instruments" (coordinator – Mr. Maxim Shabanov, Belarus) a translation into Russian was prepared. Based on the translation a draft standard of Belarus was developed. It was assumed to use the translation also for the development of intergovernmental standard (i.e. GOST). It was noted that similar standard was published in Russia, however there was no information available or delivered by SC2 members. Following the discussions it was decided to compare existing documents based on OIML D31 and to propose agreeable version for the intergovernmental standard, if appropriate. The information about realization of the project will be presented by coordinators at the next TC 2 meeting in 2015.

5.3 Activities of SC 2.3 "Legal Metrology Control" and perspectives

A draft of COOMET Recommendation "General requirements to the competence of verification laboratories" was developed according to COOMET project **491/UA/10** (coordinator – Mrs. Elena Gryshchenko, Ukraine). The draft was approved by participants and recommended for approval at the 25 COOMET Committee meeting.

Mrs. Ruf Genkina (Russia), SC 2.3 Chairperson, reported that the following projects on prepackages control are still suspended. These are:

- **441/RU/08** "Development of template of bilateral agreement on recognition of national prepackages control mark";
- **533/BY/11** "Development of a recommendation for determining amount of prepackage filling with the purpose to make a decision whether this prepackage is a misleading one" I;
- **603/RU/13** "Development of COOMET Recommendation on specifying requirements to prepackaged products and their metrological surveillance".

According to COOMET project **602/BY/13** "Preparation of an overview on the progress with prepackages control in COOMET member countries" (coordinator – Mrs. Nadezda Lyakhova, BelGIM, Belarus) several completed questionnaires were received but it is not enough to finish the project. Members of TC 2 and SC 2.3 who earlier abstained were asked to complete the Questionnaire. The information about realization of the project will be presented by coordinators at the next TC 2 meeting in 2015.

6. Collecting suggestions for new projects and changes to TC 2 work program for 2014-2015

Mrs. Ruf Genkina (Russia), SC 2.3 Chairperson, proposed a new project to be included in the Work program of TC2 with the title "Development of recommendations on performing metrological supervision by state metrology services". Participants of the meeting recommended to prepare and to submit the proposed project form as well as conception of realization to COOMET Secretariat.

Amended TC 2 Work Program for 2014 – 2015 (as of September 2013) is given in Annex 1 to the Minutes and uploaded to COOMET web-portal (TC 2 page) - www.coomet.net.

7. Cooperation with OIML

Mr. Peter Ulbig, TC 2 Chairperson, presented an analysis of participation of COOMET member countries in the work of OIML and came up with a resume that COOMET member activities in the WG of OIML is not satisfactory.

Participants agreed with the TC 2 Chairperson proposal to prepare on behalf of COOMET Committee a corresponding letter and circulate it among National bodies on metrology and standardization and NMI. The main purpose of the letter is to attract attention of legal bodies regarding facilitation of country's activities in TSs and SCs of OIML. This proposal also should be considered at next COOMET Presidential Council meeting.

8. Miscellaneous

There were no points to discuss.

9. Place and date of the next meeting

Participants agreed to hold the next TC2 meeting and a satellite workshop in September 2015 (proposed dates from 21 to 25) in Tashkent, Uzbekistan.

It was decided together to hold a seminar on "Software in the field of legal metrology" together with the next TC2 meeting.

10. Approval of resolutions of the meeting

Participants agreed with the Resolutions of 15th TC2 meeting (Annex 2).

COOMET Workshop "Measuring systems in legal metrology" was held together with TC2 meeting (16 – 17 of September 2014) according to PTB - COOMET project "Support of the regional cooperation between member countries of the Regional Metrological Organization COOMET" (SC4.1).

Moderator of the workshop – Maxim Shabanov, Belarus.

Speakers – Alexander Danilov, deputy director of Penza CCMS; Peter Ulbig, PTB, Germany, Sascha Mäuselein, PTB, Germany.

The workshop agenda included the following issues:

A) Measuring systems

- Definitions (also given in international documents from OIML etc.)
- legislation on measuring systems in the COOMET countries
- metrological control of measuring systems in the COOMET countries
- examples and problems in the COOMET countries

This module will be based on the reports of the participants on national regulations concerning the issue, including:

Which regulations do exist for measuring systems?

What is considered to be a measuring system?

Which problems occur during the working processes?

B) Basic principles and methods of metrological control of measuring systems

- Guidelines for specifying metrological characteristics of measuring systems;
- Methods for determination of metrological characteristics of measuring systems;
- Verification of measuring systems;
- Problems of estimating uncertainty of measuring systems

C) Smart meter and smart grids

- introduction into the topic
- requirements on Gateways
- metrological control of Gateways
- metrological evaluation of measuring channels of measuring system (case of nuclear core control);
- calibration of temperature measuring channels;
- metrological evaluation of computing components of the measuring system (case of electrical energy consumption).

D) Metrological control of measuring systems as regards attribution to legal applications

Materials of the workshop are available on web-portal of COOMET www.coomet.net (TC 2 member access).

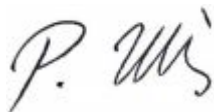
Regarding the seminar outcomes it was decided to ask chairperson of Working group on measuring systems (Alexander Krichevets, Ukraine) to consider and propose new joint COOMET projects.

Chairperson of the WG should submit proposals to TC 2 Secretariat for further informing of WG members and for consideration at the next TC 2 meeting in 2015.

Closing of the meeting

Mr. Peter Ulbig, Chairperson of TC2, acknowledged participants for their reports and active participation and also thanked the host institute for the splendid arrangement of TC2 meeting and the workshop, and also thanked interpreter – Mrs. Elena Gerltz.

Participants expressed their interest in holding workshops together with TC 2 meetings.



Peter Ulbig
Chairperson of TC 2



Maxim Shabanov,
TC 2 Secretariat



Nadezda Lyakhova,
TC 2 Secretariat

Annex 1

TC 2 Work Program for 2014– 2015

Point	Project ID	Project name	Coordinator	Participants	Starting date	Remarks
Chairperson TC2 Correspondence with OIML, RMOs and NMIs						
<i>Development Topic</i>		<i>Analysis of possible fields of cooperation with OIML and regional organizations on legal metrology. Formulation of suggestions on joint work with them</i>				
2.0.1	n/a	Analysis of developments and possible cooperation in OIML, RMO's and NMI's and suggestion of joint work	TC 2 Chairman		Continually	General Task of Chair TC2
2.0.2	n/a	Extend the List of OIML- and WELMEC-Contact persons to its subcommittees	TC 2 Chairman TC member		If necessary	In progress
2.0.3	n/a	To collect and process information for the TC2 section of the new COOMET web portal	TC 2 Secretariat and TC 2 Chairperson		2010	In progress
2.0.4	n/a	Holding workshops on legal metrology	Chair TC2 and TC4		If necessary	According to agreed projects
SC 2.1 Harmonization of Regulations and Norms in Legal Metrology						
<i>Development Topic</i>		<i>Checking documents and recommendations of OIML and other RLMO's for adaption or acceptance in COOMET</i>				
2.1.1	427/BY/08	Analysis of requirements in the field of legal metrology including examples of application of these requirements to measuring instruments	N. Zhagora (BelGIM, Belarus)	Belarus, Russia, Ukraine	2008	In progress Project is ready, Coordinator is awaiting for comments
2.1.2	550/RU/12	Translation of international vocabulary of legal metrology (VIML)	D.Korneev (VNIIMS, Russia)	Russia, Belarus, Uzbekistan	2009	In progress
2.1.3	582/RU/13	Comparative analysis of the legal framework of COOMET member countries with international practice, as well as the document OIML D 1 "Elements for a Law on Metrology"	D.Korneev (VNIIMS, Russia)	Russia, Belarus, Ukraine	2013	In progress Questionnaire was submitted to TC 2 members
2.1.4	627/RU/13	The analysis of documents on mutual recognition of verification and calibration, and preparation of recommendations for possible use in COOMET member-countries	D.Korneev (VNIIMS, Russia)	Russia	2013	In progress Coordinator has to prepare conception of work before participants to the project are defined
2.1.5	628/RU/13	Development of COOMET reference book on organization members and on principal directions of metrological assurance of the national economy	D.Korneev (VNIIMS, Russia)	Russia	2013	In progress Coordinator has to prepare conception of work before participants to the project are defined

Point	Project ID	Project name	Coordinator	Participants	Starting date	Remarks
2.1.6	629/RU/13	Development of a procedure for determining the scope of state regulation in different countries. Receive reports from COOMET countries.	D.Korneev (VNIIMS, Russia)	Russia	2013	In progress Coordinator has to prepare conception of work before participants to the project are defined
2.1.7	n/a	Create a database for interested and accepted rules, guides, recommendations and standards in the field of legal metrology between COOMET member-countries and other regional legal metrology organizations	TC 2 Chairperson TC 2 Secretariat		2011 to be amended in future as necessary	In progress It is realized on the COOMET web-portal (TC2 page) by means of corresponding links to web-sites of OIML and WELMEC
SC 2.2 Technologies of Measuring Devices and Systems in Legal Metrology						
<i>Development Topic</i>		<i>Development of metrological control procedures for measuring instruments and measuring systems with new technologies (i.e. software, data processing, device communication)</i>				
2.2.1	425/BY/08	Development of a template of test procedure for software of measuring instruments	M. Shabanov (BelGIM, Belarus)	Belarus, Russia, Ukraine	2008	In progress
2.2.2	437/BY/08	Development of a program for generating 'reference' data sets for the purpose of software testing	M. Shabanov (BelGIM, Belarus)	Belarus, Russia, Ukraine	2008	Suspended
2.2.3	601/BY/13	Translation of OIML D31 "General requirements for software controlled measuring instruments"	M. Shabanov (BelGIM, Belarus)	Belarus, Uzbekistan, Ukraine	2013	In progress
SC 2.3 Legal Metrology Control						
<i>Development Topic</i>		<i>Development of regional collaboration and mutual acceptance on issues of metrological control in legal metrology area (prepackages and measuring instruments etc.) as well as results of work of testing laboratories engaged in type approval, verification laboratories and other parties (including evaluation criteria)</i>				
2.3.1	441/RU/08	Development of template of bilateral agreement on recognition of national prepackages control mark	R. Genkina (VNIIMS, Russia)	Belarus, Russia, Ukraine	2008	Suspended (draft document is available)
2.3.2	533/BY/11	Development of a recommendation for determining amount of prepackage filling with the purpose to make a decision whether this prepackage is a misleading one	N. Lyakhova, (BelGIM, Belarus)	Belarus, Armenia, Azerbaijan, Russia, Uzbekistan and SC2.3 members	2011	Suspended The presentation was given at the TC 2 meeting (2011)

Point	Project ID	Project name	Coordinator	Participants	Starting date	Remarks
2.3.3	602/BY/13	Preparation of an overview on the progress with prepackages control in COOMET member countries	N. Lyakhova, (BelGIM, Belarus)	Belarus, Uzbekistan and SC2.3 members	2013	In progress
2.3.4	603/BY/13	Development of COOMET Recommendation on specifying requirements to prepackaged products and their metrological surveillance	R. Genkina (VNIIMS, Russia)	Russia, Belarus, Uzbekistan	2013	Suspended
2.3.5	NEW	Development of recommendations on performing metrological supervision by state metrology services	R. Genkina (VNIIMS, Russia)	Russia	2014	Coordinator has to prepare form of proposed project and conception of work before participants to the project are defined
2.3.6	n/a	Analysis and Conception for Market Surveillance and proposals for establishment of a special working group	Proposed for discussion by O. Kühn (LMET, Germany)		2010	Suspended as a result of discussion at the TC 2 meeting (2010)
2.3.7	n/a	Requirements for the testing laboratories involved in type approval testing	M. Shabanov (BelGIM, Belarus)	Belarus, Ukraine, Russia	2009	Suspended (Considering OIML D30)

Resolution of 15^h meeting of Technical Committee COOMET TC 2 "Legal metrology"

№	Resolution
1.	To take note of the information about fulfillment of TC 2 decisions, taken at 14 th meeting (2014).
2.	To take note information about updating of the membership in TC 2 and sub-committee (SCs). To ask COOMET Committee members to check and appoint candidates of TC 2 members, members of SCs and Working group on measuring systems and send this information (including contact information) to TC 2 Secretariat and COOMET Secretariat by 15.11.2014 . To ask COOMET Committee members to continually inform TC2 Secretariat and COOMET Secretariat about changes in membership in TC 2, SCs and WG. To ask TC 2 Secretariat to timely update this information on COOMET web-site (TC 2 page).
3.	To ask TC 2 members from Armenia, Bosnia and Herzegovina, DPR of Korea, Cuba, Uzbekistan to prepare short review of their national legal metrology infrastructure by 01.06.2015 (the template will be an information of Germany on the TC2 web-page) and to submit it to TC 2 Secretariat (coomet@belgim.by) for placing it on the COOMET web-portal (TC 2 page).
4.	To ask TC 2 members to review and amend, if appropriate, the information already published on the website regarding changes in legal metrology and corresponding legislation (the information amended should be submitted to TC2 Secretariat (coomet@belgim.by) accordingly by 01.06.2015).
5.	To ask coordinator of the project 427/BY/08 "Analysis of requirements in the field of legal metrology including examples of application of these requirements to measuring instruments" (Maxim Shabanov, Belarus) to prepare draft of COOMET Recommendation and submit it for consideration to TC 2 and SC 2.1 members by 15.05.2015 . To submit final draft of the Recommendation for approval at TC 2 meeting in 2015.
6.	To approve the draft of COOMET Recommendation "Procedure for recognizing technical devices as measuring instruments" (developed in the frame of project 523/BY/11 , coordinator – Maxim Shabanov, Belarus). To recommend the draft of COOMET Recommendation for approval at the 25 COOMET Committee meeting.
7.	To ask TC 2 Secretariat to submit draft of translation of international vocabulary of legal metrology VIML (project 550/RU/12) to TC2 and SC2.1 members by 15.02.2015 . To ask TC 2 and SC 2.1 members to submit comments and proposals regarding the translation to the project coordinator (Dmitry Korneev, Russia) by 01.06.2015 . To submit information about realization of the project at the next TC 2 meeting in 2015.
8.	To ask coordinator of the project (Dmitry Korneev, Russia) to submit Questionnaire on the project 582/RU/13 "Comparative analysis of the legal framework of COOMET member countries with international practice, as well as the document OIML D 1 "Elements for a Law on Metrology" to TC 2 and SC 2.1 members by 15.02.2015 . To ask TC 2 and SC 2.1 members to send complete questionnaire to the coordinator of the project by 01.06.2015 . To present information about realization of the project at the next TC 2 meeting in 2015.

№	Resolution
9.	<p>To consider it advisable to clarify the aim of the project 627/RU/13: "Analysis of documents on mutual recognition of verification and calibration results and guidance in COOMET Member-Countries taking into consideration existing agreements and changing political environments".</p> <p>To ask coordinator of the project (Dmitry Korneev, Russia) to submit amended proposed project form to COOMET Secretariat as well as conception of it realization by 15.02.2015. Than it should be circulated among members for deciding on their involvement.</p> <p>To present information about realization of the project at the next TC 2 meeting in 2015.</p> <p>The analysis of documents on mutual recognition of verification and calibration, and preparation of recommendations for possible use in COOMET member-countries.</p>
10.	<p>To ask project coordinator (Dmitry Korneev, Russia) to send the Questionnaire on the project 628/RU/13 "Development COOMET reference book on organization members and on principal directions of metrological assurance of the national economy" to TC 2 and SC 2.1 members and TC2 Secretariat as well as conception of its realization by 15.02.2015.</p> <p>To ask TC 2 and SC 2.1 members to submit completed Questionnaire to the project's coordinator by 01.06.2015.</p> <p>To present information about realization of the project at the next TC 2 meeting in 2015.</p>
11.	<p>To ask project coordinator (Dmitry Korneev, Russia) to submit the Questionnaire on the project 629/RU/13 "Development a procedure for determining the scope of state regulation in different countries. Receive reports from COOMET countries" TC 2 and SC 2.1 members and TC2 Secretariat as well as conception of its realization by 15.02.2015.</p> <p>To ask TC 2 and SC 2.1 members to submit completed questionnaire to the project's coordinator by 01.06.2015.</p> <p>To present information about realization of the project at the next TC 2 meeting in 2015.</p>
12.	<p>To ask TC 2 and SC 2.2 to submit proposals and comments on the draft of the project 425/BY/08 "Development of a template of test procedure for software of measuring instruments" to the coordinator of the project (Maxim Shabanov, Belarus) by 01.06.2015.</p> <p>To present information about realization of the project at the next TC 2 meeting in 2015.</p>
13.	<p>In the framework of the project 601/BY/13 "Translation of OIML D31 "General requirements for software controlled measuring instruments" (coordinator – Maxim Shabanov, Belarus) to analyze translations of OIML D31 prepared by Russia and Belarus and to decide on which one should be taken as a basis for interstate standard.</p> <p>To present information about realization of the project at the next TC 2 meeting in 2015.</p>
14.	<p>To ask TC 2 Secretariat to submit results of the workshop on measuring systems by 01.11.2014 to the head of corresponding Working group on measuring systems (Alexander Krichevets, Ukraine) for consideration and proposal of new COOMET joint projects.</p> <p>To ask Alexander Krichevets, Ukraine, to submit proposals to TC 2 secretariat by 01.05.2015 for further informing of WG members and for consideration at the next TC 2 meeting in 2015.</p>
15.	<p>To approve the draft of COOMET Recommendation "General requirements to the competence of verification laboratories" (developed in the frame of project 491/UA/10, coordinator – Elena Gryshchenko, Ukraine).</p> <p>To recommend the draft of COOMET Recommendation for approval at the 25 COOMET Committee meeting.</p>

№	Resolution
16.	To ask TC 2 and SC 2.3 members to submit comments and proposals on the project 602/BY/13 "Preparation of an overview on the progress with prepackages control in COOMET member countries" to the coordinator of the project (Nadezda Lyakhova, Belarus) by 15.11.2014 . To present information about realization of the project at the next TC 2 meeting in 2015.
17.	To include new project to Work program of TC2 under a preliminary title "Development of recommendations on performing metrological supervision by state metrology services". To ask coordinator of the project (VNIIMS, Russia) to prepare and submit proposed project form as well as conception of realization to COOMET Secretariat by 01.06.2015 .
18.	To approve amended Work program of TC 2 (Annex 1 to the Minutes)/ To ask members of TC 2 and SCs: <ul style="list-style-type: none"> - to submit to TC 2 secretariat suggestions on their participation in realization of COOMET projects, envisaged by the Work program of TC 2 by 15.12.2014. - to propose new projects by the next TC2 meeting.
19.	To recommend TC 2 Chairperson (Peter Ulbig, Germany) to prepare a letter with a proposal to consider participation of COOMET member-countries representatives in OIML TC's and SC's activities and send it on behalf of COOMET Committee to the officials of National metrology bodies and to the directors of NMIs. To ask TC 2 chairperson to discuss this issue at COOMET Presidential council by the end of 2014.
20.	To hold the next TC 2 meeting in September 2015 (proposed dates from 21 to 25) in Tashkent, Uzbekistan. To consider it advisable to hold TC 2 meeting together with a seminar on "Software in the field of legal metrology".
21.	To ask TC 2 Secretariat to place on COOMET web-portal (TC 2 page): <ul style="list-style-type: none"> - working documents and decisions of 15 meeting of TC 2 (17–18 of September 2014, Moscow, Russia); to be fulfilled by 01.11.2014. - working papers of the seminar "Measuring systems in legal metrology" (16–17 of September 2014, Moscow, Russia); to be fulfilled by 15.10.2014.
22.	To ask participants of the seminar to submit their reports on national regulations concerning the measuring systems (as well as a list of normative documents) to TC 2 Secretariat by 05.10.2014 .